

NASA Ames Research Center
Business Operations and Technical Services (BOATS)
Status Update
NNA08223261R-ACD

Introduction

This document highlights provides offerors insight into significant aspects of the Business Operations and Technical Services (BOATS) Request for Proposal (RFP). Included in this overview is a brief discussion of some of the issues related to the contract scope and intent, incentives, selection criteria, and other issues of significance to this acquisition. The discussion also provides some insight into the reasoning that went into the formulation of the RFP. However, these highlights should not be a substitute for a thorough and comprehensive review of the RFP.

The Government's intent is to enter into a single award Firm Fixed Price Indefinite Delivery Indefinite Quantity (IDIQ) contractual arrangement that will allow for support of the business operations and technical services at Ames Research Center, which will enable the center to successfully meet its mission. The Government is confident that this mission can be accomplished through the relationship formed between the cognizant Ames organizations and the Contractor.

Background Information:

The proposed acquisition is a follow-on to the current contract, NNA04CA76C, that is presently being performed by Planners Collaborative, Inc. Contract NNA04CA76C provides for support in areas such as scientific and technical information; human resource management; acquisitions; equal opportunity and affirmative action; commercial technology; public affairs; law office support services, educational programs and related administrative programs, over a five-year performance period with a staff of 80 to 100, at an estimated cost of \$52 million. Contract NNA04CA76C is a performance-based, cost-plus-award-fee (CPAF) contract that was awarded on a competitive basis to Planners Collaborative, Inc. in 2003, and is scheduled to expire on June 30, 2008.

The Statement of Work for the current contract is Performance-Based, written in terms of functional requirements implemented by Task Orders (TOs). In some areas, the contractor works closely with NASA. In addition, the contract includes an organizational conflict of interest clause as the Contractor may have access to sensitive or proprietary data of other companies.

To obtain copies of the current contract, please submit a FOIA request to NASA by mail, electronic mail or in person, at the following addresses: fax your request to the Freedom of Information Act Coordinator at 650-604-3273, email your request to FOIA@ARC.NASA.GOV, or mail your request to NASA Ames Research Center, Attn: Freedom of Information Act Coordinator, Mail Stop 943-4, Moffett Field, CA 94035-1000.

Information Specifically Related to this Acquisition:

This acquisition will be issued for Small Business Set-Aside for a period of five (5) years with a two-year base period and three one-year options.

Although a complete Draft RFP will not be posted; the Government will post those documents most pertinent to the contractor community. We plan to post the draft Statement of Work (SOW), parts of Sections L and M relating to the specific proposal preparation, including pricing

of this FFP type contract, and other clauses or attachments for the solicitation for which we ask for industry comment.

Industry comments and questions, with responses to these documents, will be posted on a non-attribution basis prior to issuance of the Final RFP.

The NAICS code and Size Standard is 561210 – Facility Support Services with a size standard of \$35.5M.

Although this acquisition will also be a Performance-Based contract, the SOW for this acquisition is formatted differently from the current contract. The SOW is written in terms of functional areas, rather than by specific organization. This revision should allow the Contractor to have a clear understanding of the required outcomes rather than the expected effort. This is intended to allow the Contractor autonomy, responsibility, and more flexibility to manage its resources, and also encourage more efficient interaction between NASA and the Contractor.

Contract Task Orders (CTOs) will be a critical tool used to administer this contract since the Government cannot precisely predict the magnitude of support that will be required during the life of this contract. The Government intends to issue CTOs, at one-year intervals or for a specific project's period of performance, during the life of the contract, which will allow the Contractor to address changes in requirements.

All of the issues discussed above were factors in the development of the selection criteria to be used for evaluating the proposals received as a result of the Final RFP. The evaluation factors: Mission Suitability, Past Performance, and Cost, have been developed and prioritized to allow the Government the ability to choose a Contractor which it believes will best meet the objectives of this contract. All evaluation factors, Mission Suitability, Past Performance, and Cost, are essentially equal to each other. Mission Suitability and Past Performance factors, when combined, are significantly more important than the Cost factor.

Past Performance will be evaluated based on the corporate entities and subcontracting arrangements that are being proposed. The Past Performance of these performing entities along with the quantity of relevant experience will be of importance in determining a rating. Past Performance Questionnaires will be utilized to determine which offerors have a demonstrated ability to succeed in meeting similar contract requirements.

The tentative BOATS schedule is:

- Issuance of Draft documents Late February /Early March 2009
- Comments on Draft Documents – March 2009
- Final solicitation –March 2009
- Proposals Due — April 2009
- Contract award – June 2009
- Phase-In – July 2009

All responsible sources may submit an offer in response to the Final Request for Proposal (RFP) which shall be considered by the agency.